


# DALLAS-FORT WORTH FEDERAL EXECUTIVE BOARD INTERAGENCY MENTORING PROGRAM

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Region 6**

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Region 6**

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Region 6**


# APPROVED PLAN

- ▶ **Establish an interagency mentoring program spanning federal agencies under DFW FEB purview**
  - ▶ **Employ established model used by Atlanta FEB**
  - ▶ **FEMA R6 leads year 1, gradually assumed by FEB in year 2.**
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# INTENT

- ▶ **Engage Employees**
  - ▶ **Develop the Workforce**
  - ▶ **Leverage Resources**
  - ▶ **Interagency Collaboration**
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# ESSENTIALS OF THE PROGRAM

- ▶ **Selecting a Mentor**
    - ▶ Program Assigns, Find Your Own or Use Existing Mentor
  - ▶ **Mentor/Mentee Matching Matrix**
    - ▶ Algorithm based on mentor and mentee selected competencies, agency affiliation, and experience
  - ▶ **Mentoring Agreement, with a 12 month commitment**
  - ▶ **Mentoring Action Plan**
  - ▶ **Evaluation**
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# MENTEE PROFILE - EXAMPLE

AREAS FOR GROWTH AND DEVELOPMENT			
Select the skills or areas that you are interested in developing during the mentoring relationship			
<b>UNIVERSAL COMPETENCIES (Select 5)</b>			
Oral Communication	Technology Utilization	Integrity/Honesty	Workplace Safety
Written Communication	Customer Service	Flexibility	Organizational Skills
Interpersonal Skills	Team Skills	Agency Knowledge	Time Management
<b>MANAGERIAL COMPETENCIES (Select no more than 3)</b>			
Financial Management	Project Management	Staff Management	Safety Management
Technical Management	Program Management	Conflict Management	Process Improvement
<b>LEADERSHIP COMPETENCIES (Select 5)</b>			
Building Partnerships	Leveraging Diversity	Decisiveness	Influencing & Negotiating
Creativity & Innovation	Strategic Thinking	Team Building	Developing Others
Vision	Problem Solving	Self-Discipline	Executing Strategy
External Awareness	Accountability	Political Savvy	Organizational Performance

# MENTOR PROFILE - EXAMPLE

AREAS OF EXPERTISE			
Select the skills or areas of expertise that you could contribute most to a mentoring relationship			
<b>UNIVERSAL COMPETENCIES (Select no more than 5)</b>			
Oral Communication	Technology Utilization	Integrity/Honesty	Workplace Safety
Written Communication	Customer Service	Flexibility	Organization
Interpersonal Skills	Team Skills	Agency Knowledge	Time Management
<b>MANAGERIAL COMPETENCIES (Select no more than 3)</b>			
Financial Management	Project Management	Staff Management	Safety Management
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# TIMELINE

- ▶ Week of February 12, 2018 - Rollout via email to DFW FEB Senior Executive Staff and Leadership. Includes Flyers. Promotional sessions on site.
- ▶ March 19 - Application Period Opens for Mentors and Mentees
- ▶ April 6 – Application Period Closes
- ▶ March 19 through April 20 – Applications Reviewed and Matches Made
- ▶ Week of April 23 to 27 - Memos sent Introducing Mentor to Mentee with an Invitation to the Kick Off Event
- ▶ Week of May 14 to 18 – Kick Off Event & Deadlines Announced for Completion of Mentoring Agreement and Action Plan

# TIMELINE

- ▶ Week of May 14 to 18 – Kick Off Event & Deadlines Announced for Completion of Mentoring Agreement and Action Plan
- ▶ Sep 2018 through March 2019: Quarterly Check-Ins
- ▶ May 2019 – Graduation and Thank You Event



# QUESTIONS?

# WHERE TO FIND INFORMATION

**A web page has been developed to provide information to those who are interested in this program:**

[www.dfwfeb-mentoring.org](http://www.dfwfeb-mentoring.org)

**An email inbox has also been set up to answer questions, take comments, and provide ideas:**

[DFWFEB-Mentoring@fema.dhs.gov](mailto:DFWFEB-Mentoring@fema.dhs.gov)